

Louisiana State Government Miscellaneous Service Order Form (OTM/S-1)

Due Date _____

OTM Order Control No. _____

TC Approved _____

Page _____ of _____

SANS/FACS Code		Date	
Dept. _____		Prepared By _____	
Office _____		Contact _____	
Section _____		Phone No. _____	
Unit _____		2nd Contact _____	
Location _____		Phone No. _____	
Main Acct. No. _____			

Describe in detail the services being requested.

Fax the completed form to OTM at 225-342-7757. Or, mail to:
OTM Customer Service
P.O. Box 94280
Baton Rouge, LA 70804-9280